

WEDNESDAY, DECEMBER 27, 2023 COLD SPRING CITY COUNCIL MEETING MINUTES

The meeting was called to order by Mayor Dave Heinen at 6:30 p.m. The following City Council members were found to be present: Mayor Dave Heinen and Council Members Mike Fall, Ryan Hennen, Fran Ramler, and Doug Schmitz. Absent: None. Others present: Kris Dockendorf, Jessica Green, Jason Blum, Dan Weber, Jon Stueve, Sam Butler and Joe Jelovnick.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO APPROVE THE AGENDA OF THE DECEMBER 27, 2023 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

CONSENT AGENDA

A. Minutes – December 6, 2023 Special Meeting and December 13, 2023 Regular Meeting

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED 5-0.

PRESENTATION ON FIRE HALL FINANCING

Jessica Green from Northland Securities presented information on the financing options for the new Fire Hall. She explained the two scenarios with estimated amounts and terms for planning purposes. The first scenario was for the USDA loan, which would be a 40-year term, which she explained is not a construction financing loan. She stated that it would need temporary general obligation bonds issued to obtain the money before construction begins. The second scenario would be to issue long-term general obligation bonds for a term of 30 years. She explained that the general obligation Capital Improvement Plan Bonds for this essential services facility would need to follow procedural steps which include holding a public hearing and having a 30 day reverse referendum period where if there is a petition of 5% of voters opposed to the financing then the plan will need to be re-evaluated which is another lengthy process. She stated that if the Council would like to proceed with the proposed timeline, the public hearing could be held on January 24th, 2024. She stated that the public hearing notice would need to indicate what amount the Council would set as an up to amount for the financing. The Council indicated that they were comfortable with the amount of \$9.7 million. She stated that the Council could have some additional time to consider which financing scenario they would want to go with and that it would likely come down to the Council's comfort level with the affordability of the annual payments, \$456,600 versus \$526,638 and the total cost over the term of the loan, as there would be a savings of \$2,972,254 in principal and interest if the long term general obligation bond scenario is chosen over the USDA Loan and temporary general obligation bond.

MOTION WAS MADE BY FALL, SECONDED BY RAMLER, TO AN UP TO AMOUNT OF \$9.7 MILLION FOR THE FIRE HALL CONSTRUCTION FINANCING FOR THE PUBLIC HEARING NOTICE. MOTION PASSED 5-0.

APPOINTMENT TO PLANNING COMMISSION

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE THE APPOINTMENT OF BECKY REYNOLDS TO THE PLANNING COMMISSION WITH A TERM EXPIRING 12-31-2027. MOTION PASSED 5-0.

BUDGET AMENDMENTS

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO APPROVE THE BUDGET AMENDMENTS TO THE 2023 REVENUE AND EXPENDITURES BUDGETS AS PRESENTED. MOTION PASSED 5-0.

ORDINANCE NO. 409: AN ORDINANCE CREATING A FEE FOR THE DISPOSAL OF CONTAMINATED WATER AND AMENDING THE FEE SCHEDULE

Dockendorf stated that she and Stueve revised the fees for public works equipment and clarified that the hourly rate fees included that of a staff person to operate the equipment.

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO APPROVE ORDINANCE NO. 409 CREATING A FEE FOR THE DISPOSAL OF CONTAMINATED WATER AND AMENDING THE FEE SCHEDULE. MOTION PASSED 5-0.

FIRE DEPARTMENT REPORT

A. Approve Fire Department Officer Appointments

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO ACCEPT THE RECOMMENDATION OF THE COLD SPRING FIRE DEPARTMENT AND REAPPOINT DAN WEBER AS FIRE CHIEF AND ADAM LUBBERS AS SECRETARY, AND TO APPOINT THE FOLLOWING AS OFFICERS FOR THE RELIEF ASSOCIATION: JON DOUVIER AS PRESIDENT, DUANE KRUEGER AS SECRETARY, AND ADAM LUBBERS AS TRUSTEE. MOTION PASSED 5-0.

B. Monthly Report

Chief Weber stated that there were 54 calls so far in December. He stated that their year end is November 30th and they ended up with 545 calls, compared to 601 from the year before.

C. Other

Chief Weber thanked the City of St. Cloud for their donation of water rescue suits. He also thanked Schwieters Chevrolet for a donation of \$750 for the test drive promotion they held in December.

PUBLIC WORKS DIRECTOR REPORT

A. Replace HMIs in Blower Building

Stueve explained that the current blowers are failing and that new ones are needed.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO APPROVE THE PURCHASE OF TWO NEW HMIS FROM HOWDEN COMPANY AT A TOTAL COST OF \$13,842, FURTHERMORE, TO BE PAID OUT OF THE WASTEWATER EQUIPMENT REPAIRS LINE ITEM #6313. MOTION PASSED 5-0.

B. Maintenance Building Discussion

Stueve provided a layout of the improvements to the wastewater treatment facility showing the need to move or relocate the Maintenance Building. The Council again discussed the information about the building and whether to go with the bid from Stantec or to hire Jerry Haus directly for construction management services. After a great deal of discussion and no consensus on which way to go, the Council agreed to request Jerry Haus to come to the next Council meeting to further explain his services.

C. 3rd Avenue Southeast Reconstruction

Stueve stated that at the next meeting he will present the plans and specifications for the project to the Council for approval.

CITY ENGINEER REPORT

A. Increase in Cost for Wastewater Facility Expansion Preliminary Study

Butler explained the cost increase to the original Facility Plan project for the Wastewater Treatment Facility. He stated the scope of the work includes tasks for coordination with Rockville for flow and allocations, revisions related to changing design conditions, and financing support.

MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO APPROVE AN INCREASE IN THE AMOUNT OF \$19,100 TO THE PROPOSAL APPROVED SEPTEMBER 27, 2022 FOR THE WASTEWATER FACILITY EXPANSION PRELIMINARY STUDY. MOTION PASSED 5-0.

B. Project Updates

Butler explained that a pre-construction meeting is planned for early in 2024 for the Lift Station #1 Rehabilitation project.

C. Maintenance Building Proposal

Butler inquired whether the Council had any questions about the revised proposal which contained more detail for each item as requested. He added that Stantec would only bill for the construction hours that they are actually out at the site.

D. Other

Butler stated that a meeting will be held with Cold Spring Brewing Company to go over the latest change order which consists of the modified piping for the utility bridge. He stated after that meeting the change order will be presented to the Council for approval.

POLICE DEPARTMENT REPORT

A. Updates

Chief Blum presented the monthly report for November 2023.

B. Other

Chief Blum gave an update on switching to the City of St. Cloud City Attorney’s Office for criminal prosecution services. He also stated that Officer Sweeter has completed his Field Training and that the department has been selected for an onsite POST Board audit in February of 2024.

CITY ADMINISTRATOR REPORT

A. Approval of Fire Hall Construction Budget

MOTION WAS MADE BY RAMLER, SECONDED BY SCHMITZ, TO APPROVE THE FIRE HALL CONSTRUCTION BUDGET DATED DECEMBER 19, 2023 IN THE AMOUNT OF \$8,617,751, AND TO AUTHORIZE THE ARCHITECT TO BEGIN DESIGN DEVELOPMENT. MOTION PASSED 5-0.

B. Approval of Application for USDA Loan for Fire Hall

Dockendorf stated that Wendel has not started the environmental study that the Council approved for them to undertake as a necessary component for the USDA Loan. She stated that since the Council was presented with an alternative funding plan, she wondered if the Council would like additional time to consider moving forward with the USDA Loan. The Council agreed by unanimous consent to direct Wendel to hold off on starting the environmental assessment study, since it has a cost of \$5,500, but did direct staff to continue with the USDA Loan application.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPLY FOR FUNDING FROM THE UNITED STATES DEPARTMENT OF AGRICULTURE COMMUNITY FACILITIES LOAN PROGRAM, AND TO AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN THE NECESSARY FORMS FOR THE APPLICATION. MOTION PASSED 5-0.

C. RFP for Compensation Study

Dockendorf presented the request for proposal document. The Council requested that more detail be put in the document for the benefits comparison, that each component of the benefits be listed out, since the term “benefits” is broad. They stressed that they wanted more detail than the last study that was done, to gather a complete analysis. They felt that the study should also provide the wage, the benefit, and the cost of them together so that this study doesn’t just focus only on the wage, but gives a comprehensive look at the wage and the benefits.

MOTION WAS MADE BY HENNEN, SECONDED FALL, TO APPROVE THE REQUESTS FOR PROPOSALS FOR A POSITION CLASSIFICATION AND COMPENSATION SYSTEM AS PRESENTED WITH THE ADDITION OF SPECIFYING BENEFITS. MOTION PASSED 5-0.

D. Other

Dockendorf stated that training for elections will be starting soon with the primary election being held on March 5th, 2024.

COMMISSION UPDATES

A. Planning Commission

Councilor Fall stated that they had two applicants for one opening on the Planning Commission. The commission had discussed that they would have liked to select both candidates, which then lead into discussion about the composition of the Planning Commission. He stated that they would like to change the composition so that it consists of only one Council member and the rest are appointed by the City Council.

They discussed changing the composition of other boards too, to have less Council representatives if there is more than one serving, but staff stated that it is not always easy to find people to apply to serve on the boards. MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO AMEND CITY ORDINANCE TO REQUIRE THE PLANNING COMMISSION TO CONSIST OF FIVE MEMBERS, THREE OF WHO ARE APPOINTED BY THE CITY COUNCIL AND THE FOURTH MEMBER COULD BE EITHER APPOINTED BY THE CITY COUNCIL OR A CITY COUNCIL MEMBER, AND THE FIFTH MEMBER TO BE A CITY COUNCIL MEMBER. MOTION PASSED 5-0.

Councilor Hennen gave an update on the Kiess Building parking lot. He stated that Kiess agreed to provide four stalls and designate one of them as disability parking. He stated they agreed that the on-street disability parking should remain where it is since the front of the building would be more easily accessible.

B. EDA

Councilor Ramler explained the EDA had discussed the Arnie Schmitt property. Dockendorf stated that the survey of the land is complete and they will be meeting with Schmitt to discuss a division line. Ramler stated that the Main Street grants project is ongoing.

C. Park Board

The Park Board did not meet.

D. Rocori Trail

Dockendorf explained that they discussed an agreement for trail crossing with a property owner. They also continued to discuss turning the trail over to the DNR.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO REVIEW AND ACCEPT PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$998,674.69 AND SUPPLEMENTAL LIST TOTALING \$62,802.77 AS PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

GENERAL QUESTIONS AND COMMENTS FROM CITY COUNCIL

Councilor Fall stated he has received numerous comments from citizens and residents about the Christmas decorations. He stated that Watkins and Annandale have more lights. He suggested more decorative displays and more lights. Stueve explained that holiday lights are expensive and could cost anywhere from \$50,000 to \$75,000. Councilor Fall stated that he would serve on a committee with Stueve to further discuss upgrading lights and decorations.

ADJOURN

MOTION WAS MADE BY SCHMITZ, SECONDED BY RAMLER, TO ADJOURN AT 7:11 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

David Heinen, Mayor

Kris Dockendorf, City Administrator